



MEETING NOTICE

TIME: 9:30 A.M.
DATE: September 21, 2011
PLACE: County Board Room, 2nd Floor - County Building

A G E N D A

1. CALL TO ORDER.
2. ROLL CALL.
3. APPROVAL OF MINUTES OF PREVIOUS MEETING.
4. MINUTES OF THE EXECUTIVE POLICY BOARD.
5. REPORT OF OFFICERS.
6. REPORT OF THE EXECUTIVE DIRECTOR.
7. CORRESPONDENCE.
8. PUBLIC HEARINGS.
9. COMMITTEE REPORTS.
10. UNFINISHED BUSINESS.
11. NEW BUSINESS.
12. ADJOURNMENT.

MINUTES OF MEETING
Springfield-Sangamon County Regional Planning Commission
August 17, 2011

1. CALL TO ORDER.

Vice-Chairman Eric Hansen called the meeting to order.

2. ROLL CALL.

Mary Jane Niemann called the roll.

JULY 2011	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY 2012	FEBRUARY	MARCH	APRIL	MAY	JUNE
X	X										
	X										
X	X										
X	X										
X	X										
X											
X											
X	X										
X	X										
	X										
X	X										
X											
X											
X	X										

COMMISSION MEMBERS

Brad Mills, Chairman (August 2011 - present);
 Larry Eastep (July 2011)
 Eric Hansen, Vice-Chairman
 Kip Kolkmeier, Secretary
 Mayor Mike Houston – M. Farmer
 Andy Van Meter – B. McFadden
 Alderman Sam Cahnman
 Alderman Doris Turner (August 2011 – present);
 Frank Lesko (July 2011)
 Tim Moore – B. Burnett
 Andy Goleman – C. Stratton
 Leslie Sgro – B. Reardon
 Frank Vala – R. Blickensderfer
 Frank Squires – L. Tisdale
 Dick Ciotti – G. Humphrey
 Bill Looby – D. Smith
 Bill Moss (August 2011 – present);
 Claudio Pecori (July 2011)
 Kenneth Springs
 Larry Hamlin

Others

Ed Grunloh

Staff

Neha Agarwal
 Molly Berns
 Abby Bybee
 Steve Keenan

Mary Jane Niemann
 Norm Sims
 Amy Uden
 Linda Wheeland

Joe Zeibert

Vice-Chairman Hansen welcomed new city appointed members to the Commission as follows: Alderman Doris Turner, who is replacing Alderman Frank Lesko; Brad Mills, replacing Claudio Pecori and Bill Moss, replacing Larry Eastep.

3. **MINUTES OF MEETING.**

Vice-Chairman Eric Hansen asked if there were any additions or corrections to the minutes of the July 17, 2011 Regional Planning Commission meeting. There were none. The minutes were accepted as mailed.

4. **MINUTES OF THE EXECUTIVE POLICY BOARD.**

There was no meeting of the Executive Policy Board.

5. **REPORT OF OFFICERS.**

Vice-Chairman Hansen noted the change in the Chair. He stated that the vacancy in the office of Chairman would be addressed later in the agenda under New Business.

There were no other reports from officers.

6. **REPORT OF THE EXECUTIVE DIRECTOR.**

A. **Intern** – Norm Sims introduced Amy Uden, a Graduate Public Service Intern from the University of Illinois who began an internship with the SSCRPC this week.

B. **Comprehensive Plans** – Sims stated that staff is working on the Curran Comprehensive Plan.

He noted that staff has met with Leland Grove officials to discuss the preparation of a Comprehensive Plan for that village.

C. **Springfield Area Transportation Study (SATS)** - Sims reported a federal and state review of SATS procedures followed by the SSCRPC was conducted recently. He stated that no findings were found and a number of commendations were received. The one commendation Sims was most proud of was the staff undertaking additional and new work regarding community outreach and engagement.

D. **Energy Grant Projects** – Sims reported that all but one project has been completed. Once that is finished, it appears that the SSCRPC may be the first in the state to have completed and closed out all projects.

E. **Comprehensive Regional Planning** – Sims reported that a contract has been signed with Houseal LaVigne Associates, LLC to continue work on the Regional Comprehensive Plan. Notice has been received of state funding for a two year period. Work on the plan will continue in two 9-month phases. A meeting with the study group and various local officials is scheduled in early September.

- F. **FY-2012 SSCRPC BUDGET** – Sims stated that work on the SSCRPC's FY-2012 budget will begin soon. He reminded Executive Policy Board members that a meeting of the Executive Policy Board will be held once the budget is prepared. The budget must be approved by the Executive Policy Board prior to submittal to the County.

7. **CORRESPONDENCE.**

There was no correspondence.

8. **PUBLIC HEARING.**

There was no one who wished to address the Commission.

9. **COMMITTEE REPORTS.**

Steve Keenan presented the following project to be reviewed by the Planning Commission this month via a power point presentation.

Professional Resource Development

Site Development Plan

Lot 101, Larson's Ginger Creek Minor Subdivision

Description: Pt. NW ¼, Section 12, T15N, R6W (Southwest corner of Ginger Creek Drive and Koke Mill Road)

LSC Action: Recommend approval of the site development plan.

Steve Keenan stated that this is a commercial development located on a .61 acre lot at the southwest corner of Ginger Creek Drive and Koke Mill Road in the City of Springfield's jurisdiction. A dentist's office is planned for the one building that will be constructed approximately 5,800 square feet in size. He noted that Lot 103 is an existing strip commercial center that was divided through the minor subdivision process.

Linda Tisdale moved to approve the Site Development Plan. Kenneth Springs seconded the motion and the vote was unanimous.

10. **UNFINISHED BUSINESS.**

There was no unfinished business.

11. **NEW BUSINESS.**

- A. **Election of Chairman** - Sims stated that the SSCRPC's bylaws dictate that six citizen members serve on the Commission – three appointed by the Sangamon County Board Chairman and approved by the County Board and three appointed by the Mayor and approved by the City Council. Officers must be either a City or a County appointed citizen member and alternate annually between the City and County members. Since the current Vice-Chairman is County appointed, this year's chair must be a City appointed member. Sims noted it is stated in the bylaws that in the event of a vacancy in an officer's position, a successor shall be elected at the next regular meeting of the

Commission or at a special meeting called for that purpose. Since City Council action on the city appointees occurred immediately prior to this regularly scheduled meeting of the Planning Commission, election of a new chairman is taking place at this meeting.

Mike Farmer moved to nominate and elect Brad Mills to serve as SSCRPC chairman for the period of August 2011 – June 2012. Kip Kolkmeier seconded the motion. There were no other nominations. The vote was unanimous.

Mills thanked the Commission for the opportunity to serve as Chairman and then chaired the remainder of the meeting.

12. **ADJOURNMENT.**

There being no further business, the meeting was adjourned.

Respectfully Submitted,

A handwritten signature in black ink that reads "Mary Jane Niemann". The signature is written in a cursive, flowing style.

Mary Jane Niemann
Recording Secretary